

# **TOWN OF UNION**

## **Monthly Board Meeting**

### **Minutes of January 10, 2019**

The Town of Union Monthly Board meeting was called to order at 6:30 p.m. by Chairman Kendall Schneider on Thursday, January 10, 2019 at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schneider, Supervisors George Franklin and Kim Gruebling, Treasurer Sharon Franklin, Clerk Regina Ylvisaker, Building Inspector Bob Fahey and Roadpatrolman Josh Wiser. Plan Commission members Alvin Francis, Dave Pestor and Ray Legris were also in attendance. The Pledge of Allegiance was recited.

#### **Clerk's Minutes (December 13, 2018)**

The Clerk was not in attendance at the meeting and no minutes were recorded.

#### **Treasurer's report**

Treasurer Sharon Franklin reported balances as of December 31, 2018:

Park and Recreation Fund	\$ 9,816.24
UB&T Money Market Sweep Account	\$ 1,948,905.21
Portion of Balance RE Taxes	\$ 1,935,667.45
UB&T Checking Account	\$ 16,500.00
Wayne Disch Memorial Park Fund	\$ 1,318.60
Morning Ridge Stub Road CD	\$ 22,312.02
Escrow Accounts:	\$ .07
Recycling	\$ 26,703.91
Total Receipts	\$ 1,388,407.78

Devin Flanigan will email the last bill from Keller to Ylvisaker and the Board will review and approve payment prior to the next Board meeting.

#### **Building Inspector's report**

Building Inspector Bob Fahey reported the following permits issued during December 2018:

<b>Date</b>	<b>Permit #</b>	<b>Name</b>	<b>Address</b>	<b>Description</b>	<b>Construction Cost</b>
27-Dec-2018	18-44-B	DSJ Const/Julie Meredith	8145 N Pleasanr Prairie	Detached garage	\$ 10,500.00
27-Dec-2018	18-45-B	RA Heating	13826 W Bullard Rd	Heating	\$ 6,224.00
16-Dec-2018	18-10-D	Len Gibbs	W Bullard Rd	Driveway permit - renewal from original permit	

#### **Municipal Building**

Flanigan stated that a water test was done just before the new year and the results should be in by the end of the week. Their engineer will review the results and decide what course of action to take to resolve the water issues. A subcontract will be issued for the work and the costs will be incurred by Keller.

Regarding the trench drain, Flanigan stated an additional year has been added to the warranty for a total of 2 years. He also stated the same joint filler was used on the drain as was used throughout the shop, with the cost incurred by Keller.

Downspout issue will be addressed with R & K before spring. March/April Keller will work with excavator to clear up any outstanding issues. Splash basins will be installed under downspouts. Cover for in floor heating piping will be dealt with in the next few weeks.

Wiser stated external antennas will be installed outside the garage for the garage opener. Two missing lights for voting booths are on backorder.

Two change orders were reviewed and approved by the Board.

Items to be purchased for the building were reviewed. Additional tables will be needed prior to the April election; Gruebling requested they be of a higher quality similar to what is at the Evansville Fire Station.

Motion to approve Ylvisaker and Wiser to purchase items for building on list, and if anything is out of line for price bring back to Board for approval, made by Schneider/Gruebling. Motion carried by unanimous voice vote.

Wiser provided a list of shop supplies needed to stock the shop (bolts, o-rings, pins, etc). Motion to authorize Wiser to purchase items on list provided, additionally a floor jack, made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Gruebling was the first person to purchase a dog license in the building.

Next month the issue of installing lighting at the end of Green Bay Road and improving other intersection lights will be discussed.

#### **Clerk Update**

Regarding insurance coverage, motion to authorize Ylvisaker to get insurance on building and contents made by Schneider/Gruebling. Motion carried by unanimous voice.

Ylvisaker will establish weekly office hours at the building once the office has been set up and internet access has been established.

#### **Recycling Center Update**

Wiser reported recycling bins were full over the holidays. Legris personally reminded everyone last week to break down boxes, and the recycling bins still filled up. He believes there should be a sign reminding people to break down cardboard. The metal dumpster continues to be filled on a regular basis, and was just hauled out this past week.

#### **Brooklyn Fire District Update**

Gruebling reported the district has a new fire chief, Mason Barber.

#### **Public Comment (5 min max per item, no action will be taken on any issues)**

Doug Lee stated that house trailers are not allowed on farms unless there is a family member living in it and actively working on the farm. There is currently a trailer at a property on Hwy 104 that is empty. He would like the Board to address the issue.

Lee also inquired when the last time the Town had a financial audit? Schneider stated that an audit has not been done in at least 20 years. Lee wanted to know if there was a reason why it's not done; Schneider stated the costs are high. Gruebling agreed with Lee that an audit should be done.

When he went to pay his property taxes, Lee was approached to sign nomination papers. He felt that it was inappropriate to campaign while performing Town duties.

Schneider stated that he spoke with Jason O'Connor and he is willing to serve on the Board of Adjustment.

**Discussion/Board Action: Driveway Access on Green Bay Road**

No discussion.

**Roadwork**

Wiser reported instant chains worked well on truck during icy periods lately. He feels they might be worth installing on other vehicles.

The estimate for removing trees on W. Union Road from T.A. Tree Care in the amount of \$3,500 was reviewed.

Motion to approve removal of trees on W. Union Road for \$3,500 made by Franklin/Gruebling.  
Motion carried by unanimous voice vote.

**Pay Bills**

Motion to adjourn and pay bills made by Gruebling/Schneider. Motion carried by unanimous voice vote. Meeting adjourned at 7:57 p.m.